

DEPARTMENT OF THE ARMY
Vacancy Announcement Number: NEGE09625561

Opening Date: July 22, 2009

Closing Date: August 21, 2009

Position: Supervisory Program Manager (Project Management Business Process), YC-0340-02

Salary: \$86,921 - \$133,543 Annual

Place of Work: US Army Engineer District, Baltimore; Real Estate Division, Realty Services Field Office, Engineering & Project Management Branch

Duty Station: Annapolis Junction, Maryland

Position Status: This is a Permanent position - Full Time

Number of Vacancy: 1

Duties: As Chief of Special Projects Section, you will be responsible for overall management, control, development, coordination and execution of assigned programs. You will apply a mastery of knowledge of management concepts, principles, methods, and practices for a large classified program. Major and complex projects within the overall program are characterized by being highly sensitive in nature and/or of such a magnitude and/or complexity (multiple projects & customers) that close management and coordination is required. You will develop plan of action pertinent to the evaluation of assigned projects with the overall program. You will develop the agenda of significant issues, which may impact projects and/or programs. You will select the issues for detailed analyses and evaluation and resolves accordingly. You will review and monitor overall program execution and make adjustments as necessary based on circumstances and priorities.

About the Position: The RSFO is located in the National Business Park located just outside of Ft George G. Meade, MD. There are number of amenities including local eating establishment within driving distance. The RSFO is approximately 20 miles from downtown Baltimore and 30 miles from Washington, DC. There is no public transportation to the National Business Park.

Who May Apply:

- All Federal employees serving on a career or career-conditional appointment.
- Reinstatement eligibles.
- Applicants eligible under Veterans Employment Opportunities Act of 1998 (VEOA)

Qualifications:

SPECIALIZED EXPERIENCE: Qualified candidates for this job must show in their resume that they have experience in the following areas: 1) Knowledge of management principles and practices to aid in the development of all project specific Project Management Plans (PMP) to assure optimum product schedule, cost, scope, acquisition plan, budget and quality 2) Knowledge of engineering disciplines is required.

GS-12 and above: One year of experience directly related to the occupation and equivalent to at least the next lower grade level. There is no substitution of education for experience at this level.

Resumes will be evaluated to ensure your experience, knowledge, skills, training and/or education meet the qualifications requirements stated in this vacancy announcement.

Your pay will be set within the range specified in this vacancy announcement and will be based on your qualification, education, experience, training, and availability of funds.

Time-in-grade restrictions do not apply to NSPS positions.

College/university, dates attended, degree achieved, semester hours earned, GPA, major field of study, 24 semester hours of specific courses and course hours in your major. Failure to provide this education information on your resume may result in an ineligible rating.

Foreign education must be evaluated for U.S. equivalency in order to be considered for this position. Please include this information in your resume.

Only degrees from an accredited college or university recognized by the Department of Education are acceptable to meet positive education requirements or to substitute education for experience. For additional information, please go to the Office of Personnel Management (OPM) and U.S. Department of Education websites at - <http://www.opm.gov/qualifications> and <http://www.ed.gov/admins/finaid/accred/index.html>

PB 2/3 Positions- Applicants must have one year of specialized experience at the next lower pay band or equivalent under the General Schedule (GS) or other pay systems.

Quality of experience relates to how closely or to what extent an applicant's background and recency of experience, education, and training are relevant to the duties and responsibilities of the announced position. Candidates must have the knowledge, skills,

abilities and competencies to successfully perform the work of the position at the appropriate level.

Other Information:

- To successfully claim veteran's preference, your resume/supplemental data must clearly show your entitlement. Please review the information listed under the Other Requirements link on this announcement or review our on-line Job Application Kit.
- The Department of Defense (DoD) policy on employment of annuitants will be used in determining eligibility of annuitants. The DoD policy is available on <http://www.cpms.osd.mil/ASSETS/E8AB932EA1E44617BAC7222922E42A62/DoDI140025-V300.pdf>
- Salary includes applicable locality pay or Local Market Supplement.
- In accordance with section 9902(h) of title 5, United States Code, annuitants reemployed in the Department of Defense shall receive full annuity and salary upon appointment. They shall not be eligible for retirement contributions, participation in the Thrift Savings Plan, or a supplemental or redetermined annuity for the reemployment period. Discontinued service retirement annuitants (i.e., retired under section 8336(d)(1) or 8414(b)(1)(A) of title 5, United States Code) appointed to the Department of Defense may elect to be subject to retirement provisions of the new appointment as appropriate. (See DoD Instruction 1400.25, Volume 300, at <http://www.dtic.mil/whs/directives>.)
- Temporary Duty (TDY) travel is 40 percent.
- Permanent Change of Station (PCS) allowances may be authorized, subject to the provisions of the Joint Travel Regulations and an agency determination that a PCS move is in the Government interest.

Other Requirements:

- Must be able to obtain and maintain a Top Secret security clearance.
- Personnel security investigation required.
- Must file annual financial statement.
- Must comply with Drug Abuse Testing Program requirements.
- Employee subject to polygraph examination.
- Must possess and maintain a valid stateside driver's license.
- You will be required to provide proof of U.S. Citizenship.
- If selected, official college or university transcript must be submitted.
- Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.
- Direct Deposit of Pay is required.
- Failure to provide all of the required information as stated in the vacancy announcement may result in an ineligible rating or may affect the overall rating.

- One year trial/probationary period may be required.

HOW TO APPLY:

This position will be filled from the Army Centralized Resumix database using an automated recruitment and referral system. Your resume must be on file with the Army Centralized Resumix database. If you have a resume on file with the Army Centralized Resumix database, you may apply by taking advantage of our quick self-nomination process. If you do not have a resume on file with the Army Centralized Resumix database, you must submit one along with the self-nomination. Both documents must be received in the Resumix database by the closing date of the announcement unless specifically stated in the instructions contained in this vacancy announcement.

RESUME:

If you do not have a resume on file with the Army Centralized Resumix database, you must submit one. It is strongly encouraged that you use the Army Resume Builder. The Army Resume Builder can be accessed by clicking on the link at the end of this vacancy announcement. It can also be found on the Internet at <http://www.cpol.army.mil>, click on Employment, click on **Build A Resume / Review Status**. The Army Resume Builder is used to create and store your resume. You do this by selecting Save Resume to Database. In order to receive consideration for vacancies, however, you must submit your resume to the Centralized Resumix database by going to the email page, selecting Central Database and clicking on the Submit button. Your resume will automatically flow into the Centralized Resumix database.

SELF NOMINATION:

If your resume is currently in our central database, you may Self-Nominate by going to the [CPOL/CPOC Vacancy Announcement Board](#), scroll down to the bottom of the page and key (or cut and paste) the announcement number into the Search - Announcement field, select the announcement and go to the bottom and click on SELF NOMINATE. The form will appear that you need to complete to submit your self nomination. Click [here](#) to use the [Army Resume Builder](#) - to create your resume. Follow the instructions in this vacancy announcement to apply for the job.

- Resumes must be received by the closing date of this announcement.
- Self-nomination must be submitted by the closing date.
- Resume must be on file in our centralized database.
- Announcements close at 12:00 a.m. (midnight) Eastern Time.

Point of Contact:

Central Resume Processing Center, 410-306-0137,
aplicanthelp@cpsrxtp.belvoir.army.mil

THE DEPARTMENT OF THE ARMY IS AN EQUAL OPPORTUNITY EMPLOYER.

Applicants will receive appropriate consideration without regard to non-merit factors such as race, color, religion, sex, national origin, marital status, sexual orientation except where specifically authorized by law, age, politics or disability which do not relate to successful performance of the duties of this position. Otherwise qualified applicants with disabilities who need reasonable accommodation may notify the agency Point of Contact on this announcement of their need.

SELECTION FOR THIS POSITION IS SUBJECT TO RESTRICTIONS RESULTING FROM DEPARTMENT OF DEFENSE REFERRAL SYSTEM FOR DISPLACED EMPLOYEES